

WALDO COUNTY COMMISSIONERS COURT SESSION
June 25, 2007

PRESENT: Commissioners John M. Hyk (Chairman), Donald P. Berry, Sr. and later Amy R. Fowler. Also present was Sheriff Scott Story, State Court Administrator James T. Glessner and County Clerk Barbara Arseneau.

DISTRICT COURTHOUSE LEASE DISCUSSIONS:

Present with the County Commissioners were Sheriff Scott Story and State Court Administrator James (Ted) Glessner.

T. Glessner informed the County Commissioners that he would not be prepared to finalize negotiations this morning because he was out of the office last week when the document arrived. The Bureau of General Services needs to review the language changes in the lease, particularly the section, "Lessee Held Harmless," which was removed at the recommendation of the attorney representing the County. T. Glessner also needed to have the rent counteroffer reviewed again by the Legislature, as he did not know if there would be funding available for the 10% increase in rent for the first year of the renewed lease and the 4% increases each year thereafter. It was his intention to have the language reviewed today, or as soon as possible thereafter. The Commissioners thanked him and stated that they would wait until he contacted the County Commissioners Office with further information regarding the proposed lease renewal.

MISCELLANEOUS COMMISSIONERS' REPORTS:

1. A. Fowler reported that the MCCA was trying to determine where to hold the MCCA Annual Summer lunch event.

CORRESPONDENCE:

Reporting correspondence to the Commissioners was County Clerk Barbara L. Arseneau. The following was reported:

1. The decree has been drafted for the tax abatement hearing between Justine E. Marks (BEMCO) and the Town of Burnham on June 12, 2007. The Commissioners signed the decree.
2. B. Arseneau briefly related results from the most recent Health Insurance Study Committee meeting on June 21, 2007. She explained that Jethro Pease had come up with a concept in addition to proposals from Insurance Broker Paul Barbera and the group has requested that J. Pease meet with the Commissioners on July 10, 2007 to explain his idea. The Commissioners instructed B. Arseneau to put this on the July 10, 2007 Commissioners Court agenda.
3. As previously discussed with the County Commissioners, the Commissioners Office will be reduced in staff starting sometime toward the end of July through October. Former Payroll/Personnel Clerk Barbara Grass, who retired in 2004, is willing to assist as a part-time temporary clerk in the Commissioners Office during that time period and has already come in for some refresher training. B. Arseneau asked the Commissioners to approve hiring B. Grass in this capacity effective June 11, 2007, as that is when the training started.

****D. Berry moved, J. Hyk seconded hiring Barbara Grass as Temporary Part-time Clerk in the Waldo County Commissioners Office as needed. Passed by two.**

4. The Commissioners noted that, effective July 1, 2007, Corrections Officer Randy Fox will reach the five-year step and his pay will increase from \$14.50 to \$15.05 per hour.

PERSONNEL POLICY CORRECTION:

B. Arseneau informed the County Commissioners that their recent vote to extend the probationary period for Communications Center Dispatchers from six (6) months to one (1) year is not legal. According to the attorney who has been assisting with the policy amendments, probationary periods beyond six (6) months are only permitted for law enforcement officers. The Commissioners noted that their vote on June 12, 2007 to extend the Dispatchers' probationary period would not take effect, then. (A formal vote to rescind the vote on June 12th was not taken and will be added to the agenda for the July 10, 2007 Waldo County Commissioners Court Session.)

(Commissioner Amy Fowler was now present.)

FY 2008 BUDGET PREPARATION:

B. Arseneau asked the County Commissioners when they would like to set the cost of living increase for the County employees for FY 2008 and when they wished to have the department heads submit their budget requests. After some discussion, the Commissioners instructed B. Arseneau to schedule discussion of the cost of living increase on agenda for the July 10, 2007 County Commissioners Court Session. The department heads would be notified shortly thereafter and budgets would be due prior to the County Commissioners Court Session in September.

OVERLAY DISCUSSION:

Present for this discussion was Treasurer David A. Parkman and Deputy Treasurer Karen Trussell. The Commissioners inquired about the limit for setting Overlay. B. Arseneau and K. Trussell looked up the statutes pertaining to this matter and it was determined that the limit is 2% of the finalized budget for the upcoming year.

AUDITOR'S REPORT FOR FY 2006:

Present for this report were Harold and Pamela Blake of Blake Accounting Services along with Treasurer David A. Parkman and Deputy Treasurer Karen Trussell.

H. Blake started the review of the 2006 Audit Report by informing the County Commissioners that the GASB-34 method of auditing has been challenged in terms of whether it is appropriate accounting methodology for governmental entities. There is some debate going on about this and it will be interesting to see how it turns out.

D. Parkman wanted to know if the audit had come out all right. H. Blake responded in the affirmative. D. Parkman also asked if Undesignated Funds had increased or decreased for last year alone, not adding in the previous years' Undesignated Funds. H. Blake replied that it had increased in 2006.

J. Hyk inquired about the section in the "Management Letter" regarding separate bank accounts. H. Blake explained that these accounts were now reflected in the 2006 financial statements for the first time because auditors had not requested that these accounts be included in the past. This would now be reported, stating with the 2006 audit. The Probate Registry has one account at about \$6,000.00. The Registry of Deeds has one account at about \$109,000.00. The Sheriff's Office has three bank accounts. These are now reflected on the Audit.

J. Hyk reviewed the history of the County finances and stated that for a number of years, it was very difficult to have a complete and current report of the County's finances at one's fingertips. He credited former Commissioner Jethro Pease with "getting a handle on" the County's financial information.

H. Blake reviewed the audit page-by-page with the County Commissioners, the Treasurer and Deputy Treasurer. He explained that this was an "unqualified report," which meant that the audit was good. If it had been "qualified," exceptions would have been noted. If it had been labeled "adverse," it would have meant the accounts were unacceptable. D. Parkman expressed that he was quite happy that the audit was favorable.

H. Blake continued with the review and explained that two long-term leases that would end with the County owning the items were now listed in with Debt Service as long-term debt. It also meant that these items had to be listed as County assets now, even though they were still in a lease-to-buy contract.

J. Hyk observed that the section under "Budget" had incorrect language regarding the County budget process. B. Arseneau was instructed to find the statute for Waldo County and provide that language to H. Blake.

J. Hyk asked if there was actually \$105,464.16 unspent in the Commissioners Budget for the previous year. K. Trussell noted that she had a few figures she was questioning and H. Blake said that they could go over the numbers again later. He also told the Commissioners that if they had any questions, they could call at no additional charge.

The Commissioners thanked the Auditors for reviewing the 2006 audit with them.

EXECUTIVE SESSION – LEGAL/PERSONNEL MATTER:

****A. Fowler moved, D. Berry seconded entering Executive Session at 10:32 a.m. as allowed by MSRS Title 1, § 405 E. for a legal/personnel matter. Unanimous.**

****A. Fowler moved, D. Berry seconded exiting Executive Session at 11:00 a.m. Unanimous.**

NEXT COMMISSIONERS' SESSION:

The next Commissioners Court Session will be July 10, 2007 and the following is to be scheduled:

- Discussion of cost of living increase for FY 2008
- Meeting with Jethro Pease to discuss health insurance plan concepts
- Approval of Minutes

****A. Fowler moved, D. Berry seconded adjourning the meeting at 11:10 a.m. Unanimous.**

Respectfully submitted by *Barbara L. Arseneau*
Waldo County Clerk